



The National Park Service

'Your Park Name Here'

Geographic Information System

## Staff Needs Assessment

In order to design and implement a geographic information system (GIS) that will be useful to, and used by, the 'Your Park Name Here' Staff, we have created this survey to identify the "GIS needs" of the staff. The survey is an attempt to capture the unique requirements from each of the staff sections, tie those needs to similar needs from other staff sections, and lay out a foundation for the GIS. No knowledge of GIS technology is needed, and in fact might degrade this bottom-up design of your GIS. The underlying questions to be answered are: "What spatial information is used by the staff on a regular basis?" and "What questions are answered by that information?"

If possible, have a GIS Specialist conduct the interviews and assist in completing this document. Don't hesitate to ask questions to clarify the survey and thanks for participating.

Name:

Position:

Key responsibilities/tasks:

### GIS Foundation Questions -

1. Do you use a computer or any form of digital information to accomplish your primary tasks?

a. If so, what type of digital information do you use and what are the tasks you accomplish using that information?

b. Do you use a digital database or any hardcopy tables of information?

c. Do you need to share this digital information with other parks or land agencies? If so, what information and with whom?

- d. If you work directly with a computer, what software do you use?
2. Do you use any maps, or blueprints, on a regular basis?
  - a. If so, which maps do you use? (List the map name, what type of map is it, its scale, and who created it.)
  - b. Are these maps accurate enough for your needs? If no, explain further.  
(List any map that fails to meet your accuracy needs)
3. Is there a specific map that would help you do your job better? Describe what information would be on this map, what scale you would need, and how much of the park/monument area would be on the map.
4. Is there information about the park/monument that you would like to see collected and mapped digitally?
5. Are there any questions, or theories, that you could address by “seeing” important information in a different way? These questions can be of any nature: administrative, historical, operational, etc. For example, if erosion at the park/monument was a concern – “seeing” visitor foot/vehicle traffic with relation to park/monument facilities and existing vegetation could provide great insight to solving the erosion problem.
  - a. Could a three-dimensional view of the terrain offer new insight into problems you face?
6. Are there any images or documents that you would like associated with your spatial data? Please list these here and their relationship to any maps or coordinate defined data.

7. If the park/monument implemented this GIS technology, would you have the staff and interest to use it?
  - a. What would you be able to contribute in location, staff and funding? Indicate specifically the FTE or percentage of FTE you can contribute and the funding amount you can contribute per year for hardware, software and supplies.
  - b. Would staff time and NPS resources be better used implementing a different type of technology?
8. Are there any other NPS units, agencies, universities, or local government offices willing to partner with your office or staff to unify cooperative GIS support?
  - a. Would your office be capable of providing support to smaller NPS units if a percentage of funding was provided by other NPS units?
9. What other thoughts or questions do you have about the implementation of a GIS here at the park/monument?
  - a. Do you see a potential benefit to this type of information system?

## GIS Database Technical Questions –

1. Does the “spatial information” used at the park/monument have a common coordinate system?

- a. What is the coordinate system?
- b. Are there any survey park/monuments on park/monument land or in adjacent areas?
- c. Have any registered surveyors or aerial mapping firms done any work at the park/monument? List any contact information you might have for those firms.
- d. Are there any neighboring organizations, or government agencies that work in a local or state projection/grid coordinate system that you will need to coordinate with in order to share data between you and them? List these other projections/grid coordinate systems.

2. When was the last time the park/monument was mapped? Answer based on each type of map being used (facility, boundary survey, archeological, etc.).

- a. How was that mapping done?
- b. Is the map up-to-date? If so, how has the map been maintained since the last mapping effort?
- c. Where are these maps stored?
- d. Do you have a digital and hardcopy of these maps?

3. Does the staff have any imagery (satellite or aerial photographs) for this area on-hand?

- a. What tasks would that imagery support in your park?

4. Do you have the hardware to use GIS software currently?

a. What computer hardware does your section have currently?

b. What types of hard disk storage and memory are available on these systems?

c. What output devices are currently in your park?